OLBERDING DENTAL
COMPLETE PREVENTATIVE, COSMETIC & IMPLANT DENTISTRY • LOUIS OLBERDING, DDS

Pine Lake Medical Plaza
3901 Pine Lake Road, Suite 115
Lincoln, NE 68516
Phone 402.488.2325
www.olberdingdental.com

Welcome!

The benefits of a healthy, happy smile are immeasurable! Our main goal is to help you achieve and maintain your maximum oral health and a smile you are proud to show off. Please fill out this form as completely as possible. We want to make sure that we are well informed about your medical history, current medications, and any other factor that might affect your dental health and treatment. The better we communicate, the better able we are to take great care of you.

ABOUT YOU

Today's Date: _____ How did you hear about us?_____

Name (First, Middle, Last):_____

I prefer to be addressed as: _____Circle One: **Male** **Female**

Birthdate: _____ Age: _____ SS#: _____

Address: _____

City: _____State: _____ Zip: _____

Email Address: _____

Home Phone: _____Cell Phone: _____

Work Phone: _____

Employer: _____ Occupation: _____

Employer's Address:_____

City: _____State: _____ Zip: _____

Circle One: **Single** **Married** **Widowed** **Divorced** **Separated** **Partnered**

Spouse's Name: _____

Spouse's Birthdate: _____ SS#: _____

Spouse's Employer: _____ Occupation: _____

When and where are the best times to reach you? _____

Other Family Members Seen by Us: _____

EMERGENCY CONTACT (Please specify someone who does not live in your household)

Name: _____ Relationship: _____

Home Phone: _____ Cell Phone: _____

DENTAL INSURANCE

Person Responsible for Account (if other than yourself): _____

Do you have dental insurance coverage? **Yes** **No**

Dental Insurance Co. Name: _____

Dental Insurance Co. Address: _____

City: _____ State:_____ Zip:_____

Dental Insurance Co. Phone: _____

Group # (Plan, Local, or Policy #): _____

Insured's Name: _____ Relationship:_____

Insured's Birthdate: _____ SS#: _____

Insured's Home Phone: _____ Alt. Phone:_____

Insured's Employer: _____ Occupation:_____

ACKNOWLEDGMENTS & SIGNATURES

I acknowledge that the information I give in this form is correct to the best of my knowledge, and I understand that this information will be held in the strictest confidence. I also understand that it is my responsibility to inform this office of any changes in any insurance or medical status.

Signature: _____

Date: _____

I understand that I will be required to pay my estimated portion of Dr. Louis Olberding's/ Olberding Dental's fees at the time of treatment unless prior arrangement have been made. I also understand that I am ultimately responsible for payment of any and all services rendered, regardless of insurance reimbursement. See additional financial policies on Page 3.

Signature: _____

Date: _____

MEDICAL HISTORY

Do you have a physician? **Yes** **No** Physician's Name: _____Phone: _____

Date of Last Physical: _____ Current Physical Health: **Excellent** **Good** **Fair** **Poor** **Very Poor**

Are you currently under the care/supervision of a physician? **Yes** **No** Please Explain: _____

Are you currently taking any prescription medications? **Yes** **No** Please List Medications with Correlating Diagnosis: _____

_____

For Women: Are you currently taking any oral contraceptives (birth control pills)? **Yes** **No** Are you pregnant? **Yes** **No** Are you nursing? **Yes** **No**

Do you or have you ever used tobacco in any form? **Yes** **No** If yes, how much? _____ For how long? _____

ALLERGIES – Circle any and all of the following to which you are allergic:

Aspirin • Barbituates/Sleeping Pills • Codeine • Dental Anesthetics • Erythromycin • Ibuprofen/Motrin • Jewelry/Metals • Latex • Percocet • Penicillin Tetracycline • Vicodin

Please list any other medications and/or materials to which you think you are allergic: _____

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MEDICAL CONDITIONS

Have you ever had any of the following medical conditions? Circle "Yes" or "No."

Abnormal Bleeding	**Yes**	**No**	Frequent Headaches	**Yes**	**No**	Mitral Valve Prolapse	**Yes**	**No**
Alcohol or Drug Abuse	**Yes**	**No**	Glaucoma	**Yes**	**No**	Pacemaker	**Yes**	**No**
Anemia	**Yes**	**No**	Hay Fever	**Yes**	**No**	Psychiatric Problems	**Yes**	**No**
Arthritis	**Yes**	**No**	Heart Attack	**Yes**	**No**	Radiation Treatment	**Yes**	**No**
Artificial Bones/Joints/Valves	**Yes**	**No**	Heart Murmur	**Yes**	**No**	Rheumatic/Scarlet Fever	**Yes**	**No**
Asthma	**Yes**	**No**	Heart Surgery	**Yes**	**No**	Seizures	**Yes**	**No**
Blood Transfusion	**Yes**	**No**	Hemophilia	**Yes**	**No**	Shingles	**Yes**	**No**
Cancer/Chemotherapy	**Yes**	**No**	Hepatitis	**Yes**	**No**	Sickle Cell Disease/Traits	**Yes**	**No**
Colitis	**Yes**	**No**	Herpes/Fever Blisters	**Yes**	**No**	Sinus Problems	**Yes**	**No**
Congenital Heart Disease	**Yes**	**No**	High Blood Pressure	**Yes**	**No**	Stroke	**Yes**	**No**
Diabetes	**Yes**	**No**	HIV or AIDS	**Yes**	**No**	Thyroid Problems	**Yes**	**No**
Difficulty Breathing	**Yes**	**No**	Hospitalized for any Reason	**Yes**	**No**	(If yes, please explain below.)		
Emphysema	**Yes**	**No**	Kidney Problems	**Yes**	**No**	Tuberculosis/TB	**Yes**	**No**
Epilepsy	**Yes**	**No**	Liver Disease	**Yes**	**No**	Ulcers	**Yes**	**No**
Fainting Spells	**Yes**	**No**	Low Blood Pressure	**Yes**	**No**	Venereal Disease	**Yes**	**No**

Please explain any serious medical conditions you have ever had: _____

_____

DENTAL HISTORY

Why have you come to our office today?_____ Are you in pain? **Yes** **No** If yes, for how long?_____

Previous Dentist: _____ Phone:_____ Last Visit Date:_____

What was done? _____ Date of Last Cleaning:_____ Date of Last Dental X-rays:_____

Have you ever been told that you require antibiotics before dental treatment? **Yes** **No**

Do you have or have you ever had any of the following conditions, ailments, or treatments? Circle "Yes" or "No."

Bad Breath	**Yes**	**No**	Food Collection Between Teeth	**Yes**	**No**	Orthodontic Treatment	**Yes**	**No**
Bleeding Gums	**Yes**	**No**	Foreign Objects in Mouth	**Yes**	**No**	Pain Around Ear	**Yes**	**No**
Blisters on Lips or in Mouth	**Yes**	**No**	Grinding Teeth	**Yes**	**No**	Pain When Brushing	**Yes**	**No**
Broken Fillings	**Yes**	**No**	Gums Swollen or Tender	**Yes**	**No**	Periodontal Treatment	**Yes**	**No**
Burning Sensation on Tongue	**Yes**	**No**	Jaw Pain	**Yes**	**No**	Sensitivity to Cold	**Yes**	**No**
Chew on Only One Side	**Yes**	**No**	Jaw Fatigue	**Yes**	**No**	Sensitivity to Heat	**Yes**	**No**
Clenching of Teeth	**Yes**	**No**	Lip or Cheek Biting	**Yes**	**No**	Sensitivity to Sweets	**Yes**	**No**
Clocking or Popping of Jaw	**Yes**	**No**	Loose Teeth	**Yes**	**No**	Sensitivity When Chewing	**Yes**	**No**
Dry Mouth	**Yes**	**No**	Mouth Breathing	**Yes**	**No**	Sores or Growths in Mouth	**Yes**	**No**

Have you ever had a serious/difficult problem associated with any previous dental work? **Yes** **No**
Do you ever experience pain in your jaw joins (TMJ/TMD)? **Yes** **No**

How would you classify your current dental health: **Excellent** **Good** **Fair** **Poor** **Very Poor**

On a scale of 1-10, how would you rate your smile (10 being the best)? 1 2 3 4 5 6 7 8 9 10

Would you like whiter teeth? **Yes** **No** Would you like fresher breath? **Yes** **No**

What else about your smile would you like to change? _____

Do you feel anxiety about dental treatment? **Yes** **No** On a scale of 1-10, how would you rate your anxiety (10 being the most anxious)? 1 2 3 4 5 6 7 8 9 10

On average, how many times a day do you brush? _____ How many times a week do you floss? _____

What type of bristles does your toothbrush have? **Soft** **Medium** **Hard**

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THIS SECTION WILL BE COMPLETED BY THE DENTIST

Summary of Dental History:

Summary of Medical History:

MEDICAL HISTORY UPDATES – TO BE COMPLETED AS NEEDED & INITIALED BY PATIENT & STAFF

Date:	Comments:	INITIALS Patient	Dentist	Hygienist

AUTHORIZATION & RELEASE OF INFORMATION

- I authorize Dr. Olberding and Olberding Dental to release any information including the diagnosis and the records of any treatment or examination rendered to me or my dependent(s) during the period of such dental care to the third party payors and/or other health practitioners.
- I authorize and request my insurance company to pay directly to Dr. Olberding and Olberding Dental insurance benefits otherwise payable to me.
- I understand that my dental insurance carrier may pay less than the actual bill for services. I agree to be responsible for payment of all services rendered for me or for my dependent(s).

Signature of Patient (or Parent/Guardian of Patient) Date

PAYMENT OPTIONS

For your convenience, we offer the following payment options. Please circle the option you prefer below:

Cash **Personal Check** **VISA** **MasterCard** **I wish to discuss the financial policies**

LATE CHARGES

If I do not pay the entire new balance within 25 days of the monthly billing date, a late charge of 1.5% on the balance unpaid and owed will be assessed each month (if allowed by law). I realize that failure to keep this account current may result in your being unable to provide additional dental services except for dental emergencies, or where there is prepayment for additional dental services. In the case of default on payment of this account, I agree to pay collection costs and reasonable attorney fees incurred in attempting to collect on this amount or any future outstanding account balances.

PATIENT OR GUARDIAN INITIALS_____

AUTHORIZATION & RELEASE FOR GENERAL RISKS ASSOCIATED WITH DENTAL TREATMENT

Thank you for choosing Olberding Dental for your dental care. We hope to work with you to help you achieve excellent oral health. While recognizing the benefits of a pleasing smile and teeth that function well, you should be aware that dental treatment, like treatment of any other part of the body, has inherent risks. These are seldom great enough to offset the benefits of treatment but should still be considered when making treatment decisions. **Benefits of dental treatment include:** relief of pain, the ability to chew properly and enjoy eating, and the confidence and social interaction that a pleasing smile can bring. **Common risks associated with virtually any dental procedure include:**

- **Allergic reaction.** Dental materials and medications may trigger allergic or sensitivity reactions.
- **Long-term numbness (parasthesia).** Local anesthesia, or its administration, while almost always adequate to permit comfortable care, can result in temporary or, in rare instances, permanent numbness.
- **Muscle or joint tenderness:** Holding one's mouth open for prolonged periods of time, such as during dental treatment can result in muscle or jaw joint tenderness. In a predisposed patient, it can precipitate a TMJ disorder.
- **Sensitivity in teeth or gums, infection, or bleeding.**
- **Swallowing or inhaling small objects.**

We follow procedural guidelines that most often lead to clinical success but, as in any other pursuit in health care, not everything always turns out the way it is planned. We will do our best to ensure that it does. Please feel free to ask questions in regards to any and all dental procedures that are recommended to you for yourself or for your dependent(s).

My signature below indicates that I have read and understand the general risks associated with dental treatment.

Signature of Patient (or Parent/Guardian of Patient) Date

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NOTICE OF PRIVACY PRACTICES ACKNOWLEDGMENT

I understand that under the Health Insurance Portability & Accountability Act of 1996 ("HIPAA"), I have certain rights to privacy regarding my protected health information. I understand that this information can and will be used to:

- Conduct, plan and direct my dental treatment and follow-up care among the multiple health care providers and professionals who may be involved in that treatment directly and indirectly.
- Obtain payment from third-party payors.
- Conduct normal health care operations, including quality assessments and physician certification.

I acknowledge having received, read, and understood the *Notice of Privacy Practices* containing a more complete description of the uses and disclosers of my health information. I understand that Dr. Olberding and Olberding Dental have the right to change the *Notice of Privacy Practices* from time to time, and that I may contact Olberding Dental at any time at the address above to obtain a current copy of the *Notice of Privacy Practices*.

I understand that I may request, in writing, that you restrict how my private information is used or disclosed to carry out treatment, payment, or health care operations. I also understand that Dr. Olberding and Olberding Dental are not required to agree to my requested restrictions, but that formally agreed upon restrictions are legally binding.

Patient Name: _____

Patient's Parent/Guradian Name (if applicable): _____

Signature of Patient (or Parent/Guardian of Patient): _____

Date: _____

FOR OFFICE USE ONLY

I attempted to obtain the patient's/patient guardian's signature to acknowledge receipt of the *Notice of Privacy Practices* but was unable to do so as documented below:

_____

_____

_____

_____

_____ _____

Signature of Olberding Dental Staff **Date**

OLBERDING DENTAL

Our mission at Olberding Dental is to provide excellent and comfortable dental care to patients who appreciate our services. Please read our updated financial policy below:

- We accept cash, personal checks, Master Card, Visa, and Discover. If you are interested in applying for a 12-36 month interest free loan through Care Credit financing please let us know.

- Dental insurance is a contract between the insurance company and employer and/or the patient. The extent of coverage varies greatly between plans. WE WILL ALWAYS RECOMMEND OPTIMAL TREATMENT ACCORDING TO OUR STANDARD OF CARE REGARDLESS OF INSURANCE COVERAGE.

- We are happy to try and help you understand your particular insurance coverage, but ultimately it is YOUR RESPONSIBILITY to know the details of your plan benefits.

- We will prepare and submit insurance claims as a courtesy for our patients. ANY BALANCE NOT COVERED BY YOUR DENTAL INSURANCE IS YOUR RESPONSIBILITY. THE PATIENT'S SHARE WILL BE DUE AT THE TIME OF SERVICE unless prior arrangements have been made.

- Patients with no insurance coverage will receive a 5% cash discount when fees are paid in full the day of treatment with cash or check.

- WE RESERVE THE RIGHT TO CHARGE FOR MISSED APPOINTMENTS OR CANCELLATIONS WITH LESS THAN 24 HOURS NOTICE. This charge will be a minimum of $100 up to the total value of the labor, materials, and time reserved for your appointment. If a patient "no-shows" three appointments, we will ask you to seek treatment elsewhere.

- Accounts not paid in full within 60 days are considered past due and interest at 21% annually will be charged. Thorough communication should prevent past due accounts. However, we use a collection agency when necessary.

Any questions about this information please call 402.488.2325

"I verify the above financial information and I authorize the release of necessary information in order to process my dental claims."

_____ Date_____

Patient Signature or Guardian